

Dutchess County HIV Health Services Planning Council
DCHIVHSPC
Executive Committee Meeting
Minutes
Wednesday, October 1, 2008

Members in Attendance: Ben Barile; Brad Berg; Kathleen Murphy

Grantee Representatives: Jay Landolfi; Lisa Cardinale

Planning Council Staff: Christopher Lee

I. Project Officer Call:

The monthly Project Officer (PO) with Kerry Hill began at 3:30pm. The Project Officer, Kerry Hill, discussed the Conditions of Award (COA) with the Executive Committee. To date the Grantee has met all COA. Also, Mr. Hill stated that the Part A application has been submitted on time by the Grantee.

The Executive Committee discussed the current Treatment Modernization Act. It was asked if our TGA might continue to receive the current funding under the current law after the 2010 fiscal year if congress is still working on amending the law. It was stated that the legislation expires on September 30, 2009 and Congress has to take action prior to that date. If not, it could be the end of Ryan White Part A awarded funding for Dutchess County, which could result in the end of many currently available services. The effect of that would not only be the loss of jobs, but the health and quality of life of those infected and affected by HIV/AIDS will decline. Mr. Hill stated that he will inform our Planning Council if the federal government takes action regarding this law.

The committee asked about other Planning Councils and the questions that they ask their Project Officer. Brad Berg asked if there were specific questions that other Planning Councils bring up and asked about what types of questions we should be discussing with our Project Officer. Mr. Hill stated that most questions revolve around typical Planning Council activities such as by-laws, the evaluation of the grantee's administrative mechanism, membership, and the COA. He also stated that our Planning Council is the only council whom he speaks with on a regular monthly basis. He only speaks to other Planning Councils when they have specific issues to discuss and request a conference call with him. The committee agreed that holding a conference call every month with our Project Officer was not necessary. The committee will have the Project Officer Call on an as needed basis. As there is not too much going on in November and December the committee will again speak with Mr. Hill in January. A schedule of the upcoming conference calls will be discussed on the January call. The next Project Officer call will be on Wednesday, January 7, 2008 at 3:30 pm. The conference call with Project Officer Kerry Hill concluded at 3:50pm.

II. Committee Business:

The monthly Executive Committee meeting was called to order by Ben Barile at 3:50pm. Roll call was done at this time. Three members were in attendance. Ben Barile was proxy for Peggy Patterson-Dennis. A quorum was established.

The draft minutes from the September 3, 2008 Executive Committee meeting were reviewed. There was one revision made. In the first sentence, the word 'call' was added after the words 'Project Officer (PO)'. The sentence now reads "The monthly Project Officer (PO) Call with Kerry Hill was canceled". With the change made, the minutes were voted on and accepted unanimously.

The committee discussed the Mid/Lower Hudson Valley Listening Forum hosted by the Hudson Valley HIV Care Network. The forum took place on Wednesday, September 17, 2008 at the Holiday Inn in Fishkill, NY. Ben Barile stated that he felt that the forum was interesting and informational, but that many PLWH/A were not speaking about their concerns. He felt that one particular person was speaking for on behalf of a group of people without their best interests in mind. He stated that those who did not express their true thoughts and feelings were disempowering themselves.

The committee discussed the lack of PLWH/A involvement on the Planning Council and the idea of having a toll free number for people to call into meetings. This would help get input from PLWH/A who are unable to attend meetings. It also provides a way for people to give input while remaining anonymous.

The committee discussed the possibility of the loss of Ryan White Part A awarded funding. It was stated that there is a lack of understanding of the fate of HIV/AIDS services if this occurs. The committee agreed that the Planning Council should work on spreading the word and getting others actively involved in figuring out a solution to this problem. The committee also discussed approaching senators for support and having a transition plan to help agencies deal with the loss of funding.

III. Committee Reports:

Planning and Allocations Committee:

Kathleen Murphy presented the Planning and Allocations Committee report for the month of September. The Planning and Allocations Committee met on Wednesday, September 10, 2008 at the Planning Council office. The committee continued to work on the process of updating the Comprehensive Services Plan (CSP). The committee reviewed the CSP and discussed what changes will be made and what areas of the CSP the committee will be focusing on.

The committee will continue to work on updating the CSP for the next few committee meetings. The next Planning and Allocations Committee meeting will be held on Wednesday, October 8, 2008 at 9:30am at the Planning Council office.

Evaluation Committee:

Brad Berg presented the Evaluation Committee report for the month of September to the Executive Committee. The Evaluation Committee met on Monday, September 15, 2008 at 3:30pm at the Planning Council office. At the meeting, the Evaluation

Committee began the process of reviewing and updating the Standards of Care (SOC) document. The committee reviewed the SOC and discussed the need for it. Brad Berg also mentioned that the committee will not only be updating the current SOC, but will also be creating new standards for the newly funded service category, Health Insurance Premium and Cost Sharing Assistance. He stated that the committee discussed removing the SOC for service categories which are no longer funded. However, the committee agreed that those SOC should still remain part of the document.

The next Evaluation Committee meeting will be held on Monday, October 20, 2008 at 3:30pm at the Planning Council office. At the meeting, the committee will continue to work on updating the Standards of Care (SOC).

Membership Committee:

Ben Barile presented the Membership Committee report to the Executive Committee. The Membership Committee met today, Wednesday, October 1, 2008. The committee discussed the current membership roster and matrix requirements. The committee discussed the unmet matrix requirements and getting those vacancies filled. The committee also discussed the lack of participation from PLWH/A and ways to increase their involvement. Also, the committee discussed the AIDS Memorial Quilt and the agenda for the annual World AIDS Day event. The next Membership Committee meeting will be held on Wednesday, November 5, 2008 at 3:00pm at the Catharine Street Community Center. At the next meeting, the committee will continue to discuss recruitment and the World AIDS Day event.

PLWH/A Committee:

Ben Barile presented the PLWH/A Committee report. The PLWH/A Committee last met on Monday, September 29, 2008. At the meeting, the committee worked on the creation of a panel for the Names Project's AIDS Memorial Quilt. The committee is meeting again on Monday, October 6, 2008 at 5:30pm at the Planning Council office. At the next meeting, the committee will continue to work on creating the quilt panel.

IV. Grantee Report:

Jay Landolfi presented the Grantee report for the month of September to the Executive Committee. He stated that the newly funded service, Health Insurance Premium and Cost Sharing Assistance, began serving clients. He stated that the grantee has worked on responding to the Project Officers questions regarding the FY 2008 Implementation Plan and Budget. The grantee has submitted the FY2008 MAI Planned Allocations Table to HRSA via the Electronic Handbook. The FY2009 Part A Application was submitted on time. The grantee has received and reviewed FY2008 semi-annual reports from all Part A service providers. Mr. Landolfi also stated that he attended the Listening Forum. He presented the FY2008 Budget Expenditure Report to the Executive Committee and stated that there were no concerning issues to report regarding the expenditures of the service providers.

V. World AIDS Day Event:

The committee discussed the plans for the World AIDS Day Event. It was stated that this year the event is being held on December 3, 2008 at the FDR Wallace Center in Hyde Park, NY. The invitations to the event will be sent out by the end of October. The committee also discussed the AIDS Memorial Quilt. There will be a panel to be viewed at the event and the PLWH/A Committee plans to have their panel finished by December 3rd to be viewed at the event also. Ben Barile stated that the PLWH/A Committee is still looking for names of those who have passed away from HIV/AIDS to include on the panel. The committee discussed the topics being covered at the event. The speakers will most likely be discussing Medicare, Medicaid, and ADAP. Also, Dr. Gary Blick will be the keynote speaker. Kathleen Murphy suggested discussing the aging HIV/AIDS infected population at the event. It was also suggested having an infected person speak at the event.

VI. Next Meeting:

The next Executive Committee meeting will be held on Wednesday, November 5, 2008 at 3:30pm at the Catharine Street Community Center. At the next meeting, the committee will continue to discuss the World AIDS Day event and choose award winners. The Executive Committee meeting was adjourned at 5:20pm.